

18 AUG 1961

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT : Office of Security Annual Report  
for Fiscal Year 1961

1. This memorandum is for information only.
2. The report presents items of interest concerning noteworthy accomplishments and activities of the Office of Security during Fiscal Year 1961. (Tab A)
3. It presents statistics over the past five years on certain physical security operations and some activities involving the security control and support of Agency and personnel activities; it also presents statistics on various miscellaneous activities of the office during Fiscal Year 1961. (Tab B)
4. In chart form the report presents statistics representing workloads due to investigations, clearances, and operational support. (Charts 1 - 8). As an aid in analyzing the chart material, explanations accompanying each chart are placed in such a manner that they may be read while examining the chart without turning pages.
5. A study of the charts reveals the following trends:

Chart #1 - The receipts of Overt and Semi-Covert Cases rose from 16,061 to 17,775 which is somewhat higher than the two previous high years of 1957 and 1959.

Chart #2 - T/O Staff Applicant Cases Received ended a pronounced decline over a five year period and rose sharply from 2,477 to 3,609. Approvals of such cases declined from 1,851 to 1,806. Disapprovals increased from 103 to 149.

Chart #3 - The average number of days in process of "Applicant Type" cases, at 82.3 days, is the lowest in the five year period except 1958.

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Chart #4 - Covert Cases Received, at 19,435, is an approximate increase of 36% over 1960.

Chart #5 - The number of Full Field Investigative Cases Received increased substantially from 12,661 to 14,912.

Chart #6 - The Man-Hours Expended on Operational Support Cases rose to 81,310, the highest in the five year period.

Chart #7 - Domestic and foreign counter-audio surveillance inspections attained a five year high

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Chart #8 - Headquarters and overseas security violations continued to decrease slightly.

Sheffield Edwards  
Director of Security

Attachments as indicated

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